

BATTLE CREEK AREA TRANSPORTATION STUDY
Policy Committee
Minutes of September 26, 2018 Meeting

VOTING MEMBERS PRESENT: Terry Blaniar (for Harry Burdett), Steve Frisbie, Adam Heikkila, Tim Hill, Annjanette Kremer, Dave Morgan, Eric Mullen, Kristine Parsons, Greg Rickmar and Rich Werner

NON-VOTING MEMBERS PRESENT: None

VOTING MEMBERS ABSENT: Laveta Hardish

NON-VOTING MEMBERS ABSENT: Andrea Dewey (FHWA) and SMPC

OTHERS PRESENT: Brian Kernstock, Amy Lipset, Rob Maffeo, Pat Karr and Andrew Tilma

Vice-Chair Parsons called the meeting to order at 1:33 p.m. in the Council Room of the Susan L. Anderson Municipal Building (Springfield City Hall), 601 Avenue A, Springfield, MI 49037.

ROLL CALL

A quorum was present (see above for voting members present). Introductions of members was completed for the benefit of all in attendance.

APPROVAL OF THE AGENDA

It was moved by Rickmar, supported by Werner, to approve the agenda. MOTION CARRIED UNANIMOUSLY.

Res.
18-37

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF THE MINUTES

It was moved by Rickmar, supported by Werner, to approve the minutes of the July 18, 2018 meeting, as presented, subject to any additions, corrections or changes. MOTION CARRIED UNANIMOUSLY.

Res.
18-38

COMMUNICATIONS

Karr reported the following items of communication:

- The BCATS TIP amendment approved by the Policy Committee in July was approved in early September after delays due to the new JobNet system not accurately displaying the required financial constraint information. All changes associated with that amendment are now official.

- BCATS has received the project authorizations obligating funding from MDOT for the new fiscal year that starts next Monday, October 1st. However, BCATS has not received word that the FY 2019 Unified Work Program (UWP) has been approved. Once approved, final copies of the FY 2019 UWP will be made for the Committee members.
- BCATS has received a rebate from its liability/property insurance carrier for FY 2018 in the amount of \$726. This represents 34% of the total premium that was paid for the year.
- BCATS has not heard back on the status of the Calhoun County application for Michigan Mobility Challenge grant funding that was submitted by Scott Cubberly in July, 2018.
- The Calhoun County Road Department (CCRD) submitted its local safety project applications in advance of the deadline set by MDOT.
- BCATS has received the 2019 safety targets set by MDOT. This topic was discussed further later on the agenda.
- The BCATS FY 2018 UWP included the purchase of replacement computer equipment under the Asset Management work item. The computer equipment has been ordered and another piece of equipment, a scanner, will be ordered yet this week. These purchases are being paid for 100% with Asset Management funds.
- Calhoun County has selected a consultant for the County's county-wide transit study. The process of awarding the consultant contract is being worked through between MDOT, the County, and the consultant.
- The MDOT Adopt-A-Highway campaign kicked off the fall clean-up last Saturday and the clean-up runs through Sunday, September 30th.
- Battle Creek Transit's Master Plan is nearing completion. BCATS arranged with MDOT to have the project authorization for the funding extended until October 31, 2018 in order for the project to be totally completed. The portion of the project known as the Transit Asset Management Plan (TAMP) has been completed and is due to the Federal Transit Administration by October 1st.
- BCATS is working with the local agencies to wrap up the PASER data collection on local roads for FY 2018. This was a special project under the Asset Management program this year since it was not a year for the federal-aid roads to be rated in the BCATS area.
- The passage of Public Act 325 by the Michigan legislature created an Infrastructure Council that the Asset Management Council will now report to rather than it being independent. The Act also requires all units of government with over 100 miles of certified roads to complete and submit an asset management plan that follows a specific template for what is included in the Plan. In the BCATS area, the City of Battle Creek and the Calhoun County Road Department will be subject to this requirement. The City of Springfield falls under the 100 miles of certified roads and will not have to comply with that requirement.
- This is Rail Safety Week and the Michigan Operation Lifesaver group and its partners are promoting all aspects of rail safety this week.

UNFINISHED BUSINESS

There was no unfinished business at this time.

NEW BUSINESS

A. FY 2017-2020 Transportation Improvement Program (TIP) Amendment #12B

Tilma distributed material for the amendment including copies of the public notice for the proposed changes, a large format table showing the items included in Amendment #12B, and a large format table showing all of the projects that JobNet currently shows as in the FY 2017-2020 TIP. He noted that the table produced from JobNet has issues as to the reliability and understandability of the data. He indicated that all of the proposed changes for this TIP amendment are related to MDOT projects.

It was moved by Werner, supported by Frisbie, to approve Amendment #12B to the FY 2017-2020 Transportation Improvement Program, as presented. MOTION CARRIED UNANIMOUSLY.

**Res.
18-39**

B. Transportation Improvement Program (TIP) Amendment Schedule for FY 2019

Tilma reviewed the TIP amendment schedule that he prepared for the upcoming fiscal year. The schedule adheres to the practice of allowing for TIP amendments every other month, for a total of six per year. The first amendment opportunity of the new fiscal year will be in November. The schedule also indicates when material for each amendment needs to be received by BCATS from the implementing agencies in order to include it in an upcoming amendment.

It was moved by Blaniar, supported by Morgan, to approve the TIP amendment schedule for FY 2019, as presented. MOTION CARRIED UNANIMOUSLY.

**Res.
18-40**

C. Performance Measures and Targets

Karr discussed this topic and noted the memo made available in advance of the meeting to the members. She reviewed additional distributed information for this subject. The MDOT prepared “newsletters” for the areas of pavement, bridge, system reliability and safety were provided to the members. A copy of the Transit state-of-good repair targets from the BCT TAMP was also included in the distributed items. Mr. Rob Maffeo, of MDOT, gave a presentation about the development of the system reliability measure and targets. Karr noted that this background material was being provided so that members could review it before action on a staff recommendation for target setting for each of the performance measures is presented to the Committee in October. The deadline for metropolitan planning organizations, like BCATS, to approve targets for the pavement, bridge and system reliability measures is November 16, 2018. The safety targets need to be addressed by February, 2019 and the transit targets are to be dealt with relatively soon. Therefore, it seems to make sense to address the targets all at once rather than at several times over the next six months.

This was an information item not requiring action at this time.

D. FY 2020-2023 Transportation Improvement Program (TIP) Development and CMAQ Program Update

Karr reviewed the memo provided in the advance material about this subject. She indicated that the TIP development is starting a bit earlier than in prior cycles due to the addition of the JobNet system and air quality analysis to the process.

This was an information item not requiring action at this time.

E. Update Regarding BCATS' Continuity of Operations (COOP) Plan

Karr reviewed the memo she provided in the advance material. She indicated that a yearly review of the Plan has resulted in only the Committee member listing in the document needing to be updated. She distributed updated pages for this part of the document.

This was an information item not requiring action at this time.

COMMENTS

A. Next Meeting

Vice-Chair Parsons announced that the next Policy Committee meeting is scheduled for Wednesday, October 24, 2018, 1:30 p.m. in the City of Springfield Council Chambers.

B. Committee Member Comments

There were no Committee member comments.

C. Public Comments

There were no public comments.

ADJOURNMENT

Vice-Chair Parsons adjourned the meeting at 2:28 p.m.